SECTION 1.0

SCOPE

1.1 Purpose. This document provides guidance for preparing solicitation material and for evaluating solicitation responses regarding parts management. It also provides guidelines for implementing a parts management program designed to minimize life cycle costs of military systems or equipments being procured. The objectives are to:

a. Minimize the proliferation of parts and drawings through standardization;

b. Enhance the interchangeability, reliability, and availability of parts;

c. Minimize diminishing source impacts and parts obsolescence;

d. Assist with parts selection and qualification procedures;

e. Become compatible with the business environment and trends;

f. Assist in meeting end item performance.

1.2 Intended use. This document provides a tailorable process for new designs or modifications (applicable only to parts used in the modifications) in any Department of Defense (DoD) contractor organic government program in which life cycle cost benefits can be derived.

1.3 Application. This document contains tailorable options for defining a parts management program for all types of military programs requiring provisioning and follow-on logistics support, This document is to assist the acquisition activity (AA) in preparing requests for proposal (RFPs) and statements of work (SOWS)". This document is also to assist the contractor in preparing their proposals and structuring their parts management programs. The mechanical and electrical/electronic part categories applicable to this program are in 8.2.

1/ The Air Force is now using Statement of Objectives (S00) in lieu of Statement of Work. Throughout this document only the SOW acronym will be used and should be construed to include S00

SECTION 2.0

REFERENCED DOCUMENTS

2.1 General. The documents listed in this section are specified in section 4 of this document. This section does' not include documents cited in other sections of this document or recommended for additional information or as examples. While every effort has been made to ensure the completeness of this list, document users are cautioned that they must meet all specified requirements documents cited in section 4 of this document, whether or not they are listed.

2.2 Government documents.

2.2.1 Specifications, standards. and handbooks. The following specifications, standards, and handbooks form a part of this document to the extent specified herein. Unless otherwise specified, the issues of these documents are those listed in the Department of Defense Index of Specifications and Standards (DoDISS) and supplement thereto, cited in the solicitation.

HANDBOOKS

DEPARTMENT OF DEFENSE

MIL-HDBK-179 - Microcircuit Acquisition Handbook
MIL-HDBK-402 - Guidelines for the Implementation of the DoD Parts Control Program
MIL-HDBK-XXX - Certification'. Prog on for Contractor Parts Management

(Unless otherwise indicated, copies of the above specification, standards, and handbooks are avai I able from the Standardization Document Order Desk, 700 Robbins Avenue, Building 4D, Philadelphia, PA 1911 1-5094.)

2.3 Order of precedence. In the event of a conflict between the text of this document and the references cited herein, the text of this document takes precedence. Nothing in this document, however, supersedes applicable laws and regulations unless a specific exemption has been obtained.

SECTION 3.0

DEFINITIONS

3. I Acquisition Activity (AA). The government office or agency that is responsible for acquiring the military system or equipment.

3,2 Approved corporate baseline. A listing of Acquisition Activity approved parts for use in military system or equipment design application. The contractor creates and maintains this listing.

3.3 As-built parts list. A listing of all parts actually used in a military system or equipment design

3.4 As-designed parts list. A listing of all parts used in the design of the military system or equipment. In contracts not requiring a production unit, the as-designed parts list becomes the as-built parts list.

3.5 Certification. A process that verifies that the contractor has effective parts management policies, processes, organization, personnel, and disciplines in effect throughout the development and production phases of a military system or equipment acquisition.

3.6 Government Furnished Baseline (GFB). A listing of standard parts recommended for selection and application in new designs or modifications. The Military Parts Control Advisory Group creates, maintains, and provides the GFB.

3.7 Integrated Product Team (IPT). A team that works toward the common goal of developing and/or producing a military system or equipment. Individuals 'from various disciplines representing the military acquisition activity, Military Parts Control Advisory Group, consulting contractor(s), prime contractor(s), sub-contractor(s), and parts suppliers may comprise this team.

3.8 Life cycle. The time contained in the period from the first contract award date through the first ten years of government ownership of the military system or equipment.

3.9 Military Parts Control Advisory Group (MPCAG). A government organization that provides advice and recommendstions on the selection and use of preferred standard and nonstandard parts.

3.10 Modernized Parts Control Automated Support System (MPCASS). An on-line automated data processing system that supports the parts management program as defined in this document. The system is available for use by military acquisition activities, prime contractors, subcontractors, and MPCAG personnel. The system is for processing parts evaluations and for providing a database of parts being used in military system or equipment.

3.11 Non-Developmental tern (NDI). System or equipment available from a wide variety of sources with little or no development effort required by the government. This definition does not apply to the part level (see 3.15).

3.12 Nonstandard part. Anything other than a standard part (see 3 .20).

3.13 Off-the-Shelf (OTS). An item developed and produced to military or commercial standards and specifications, available for delivery from an established source, and acquired without change to satisfy a military requirement. This definition does not apply to the part level (see 3. 15).

3.14 Original equipment manufacturer. The contractor who developed the original design of the system or equipment and produced at least a prototype model.

3.15 Part. One piece, or two or more pieces joined together, which is not normally subject to disassembly without destruction or impairment of intended design use. The classes of parts that are subject to this document are in 8.2.

3.16 Parts Control Board (PCB). An organization that ensures an efficient parts management operation and timely implementation of parts selection and documentation decisions. The PCB is typically for large programs where several prime contractors, an integrating contractor, and/or many subcontractors wil I participate in the program.

3.17 Parts Selection Baseline (PSB). A contract specified listing of parts that forms the basis for part selection.

3.18 Program Parts Selection List (PPSL). A list of all parts (both standard and nonstandard) being selected by the contractor(s)/subcontractor(s) for design on a specific contract. The PPSL may also contain parts selected from the GFB. The PPSL is a tool to indicate standardization activity and to verify compliance with contract requirements.

3.19 Replacement part. A part other than that specified on a parts list. Types of replacement parts are in 3.19.1 and 3.19.2.

3.19.1 Alternate part. A part that is equal to or better than the part specified on a parts list. These may be: (1) parts listed in a specification or standard as superseding parts; (2) upgraded or better than parts (such as JANTX in place of JAN, Standard Microcircuit Drawing parts in place of vendor unscreened parts, military temperature range parts in place of commercial temperature range parts); or (3) equivalent or interchangeable parts that are functionally, mechanically, and in quality the same as the specified parts, such as from a different vendor.

3.19.2 Substitute part. A part whose performance may be less capable than the part specified on a parts list for one or more reasons (i.e., quality or reliability level, tolerante, parametric, temperature range, etc.).

3.20 Standard part. A part desired and widely used, as determined by the MPCAG in the categories in 8.2. Alternatively, the SOW may define which parts are standard for the contract, equipment, or system.

SECTION 4.0

GENERAL REQUIREMENTS

4.1 General, The selection and application of parts are the responsibility of the contractor whose primary requirement is to meet the performance objectives of the system or equipment. To assure meeting those objectives, the contractor may have parts engineering processes and procedures similar to those in MI L-HDBK- 179 and MIL-HDBK-402. The AA should become familiar with these documents before assessing the contractor proposals, plans, and effort.

The AA may stipulate, in the contract solicitation or RFP and in the SOW, some type or level of data to be provided to themselves and/or MPCAG. This data maybe used to:

a. Provide guidance to the contractor for minimizing parts proliferation,

b. Evaluate system or equipment expected operating performance,

c. Assess contractor performance against a parts management plan,

d. Review the anticipated logistics support, or

e. Inform the MPCAG of industry usage of parts so that MPCAG can focus on specification problems and trends for standardization.

Depending on the application and technical or logistics concerns, four predetermined options are available to the AA for specifying the contractor data to be provided. While the government may participate in these options, the prime contractor retains the final decision regarding part selection in all options since the contractor has responsibility for meeting specified performance requirements.

For purposes of spanning the potential approaches to parts management and offering flexibility for meeting all or most acquisition circumstances, the four options define distinct levels of parts management and government involvement from basically no government oversight to directed government involvement in parts selection. Any of these four options may be tailored in the RFP or SOW to revise the data requirements or to specify IPT or program review details for monitoring contractor effort.

Below are some considerations for selecting an option. These considerations are not all inclusive

Option A - No Formal Government Guidance

No government logistics/depot support required
No organic repair/maintenance of system or equipment
Examples:
Unique, limited purchases of test equipment
OTS or NDI

Option B - AA Guidance Through Program Reviews and IPTs
No government logistics/depot support required
No organic repair/maintenance of system or equipment
AA has interest in reliability
Examples:
Limited quantities of systems or equipments with no follow-on contract
Prototype proof of concept (not to be used as future baseline)

Option C - Government Guidance with As-Built Parts List
Limited government logistics/depot support required
No line repair/maintenance below depot level
AA concern for reliability, supportability, and multiple applications
Examples:
Major procurements
Subsystems of major procurements

Option D - Government Advisor in Parts Selection
Government logistics/depot support required
Full line/depot repair/maintenance
AA concern for reliability, supportability, and DoD-wide applications
Concern for DoD-wide parts proliferation
Examples:
Major procurements
Subsystems of major procurements

Appendix B contains suggested, tailorable task statements that may be used in a SOW.

4.2 Government/Industry Data Exchange Program (GIDEP). A contract task statement, separate from the parts management program, should address participation in GIDEP.

4.3 Diminishing Manufacturing Sources (DMS) requirement. If DMS is a concern for a program or contract, then the AA should specify in the SOW any requirement for identifying DMS problems and/or maintaining replacement sources of parts during a specified time period.

4.4 Application to OTS and NDI. Parts contained in OTS and NDI equipment used in the end item are not subject to the parts management procedures. In response to the RFP, the prospective contractor should identify the OTS and NDI systems, subsystems, or assemblies for use under the contract. When OTS and NDI equipment requires modification, only the new parts proposed for modification of the equipment should be subject to the appropriate parts selection procedures described herein.

4.5 Option flexibility and tailoring. The four options defined below are all keyed to the objectives of parts standardization and minimizing future parts proliferation. These options include parts selection in the order of preference defined in 4.6. The Acquisition Activity should accept the contractor's procedure, select another option, or negotiate tailoring of specific points.

4.5,1 Option A -No formal government guidance. The contractor's parts management program is totally an internal process in which the government has no direct interest, However, the government has an interest in ensuring that the contractor has a requirements based parts selection process which assures the product meets the performance criteria. See figure 1.

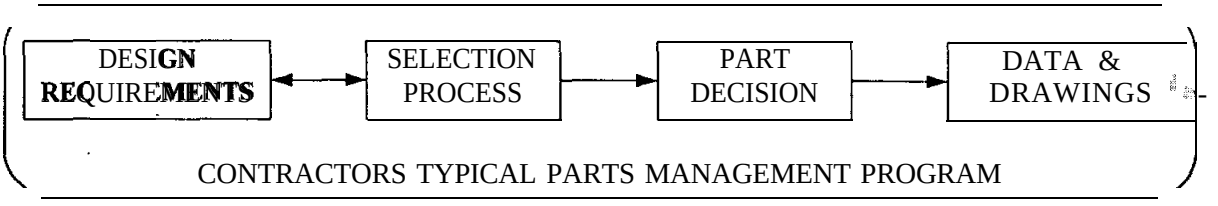

FIGURE I. Option A - No Formal Government Guidance.

The following procedures are for use for successful implementation of option A:

a. The contractor should respond to RFPs, SOWs, or contract tasks by describing methods to achieve parts standardization and minimize parts proliferation.

b. The AA shall not allow other government entities to require formal oversight or guidance relative to parts management.

c. Any monitoring of part selection and application by the AA and MPCAG shall be limited to IPT interfaces or as offered by the contractor.

d. There should be no Contract Data Requirements List (CDRL) Data Item Description (DID) for data delivery for parts management.

e. The contractor may request advice from the AA and MPCAG on parts selections; however, the contractor has no obligation to request or to accept such advice. However, if MPCAG parts advice is requested, MPCASS is the preferred method of submitting the parts evaluation requests to the MPCAG.

4.5.2 Option B - AA guidance through program reviews and IPTs. The contractor's parts management program isanintemal procedure that complies with government guidance, but the government requires a level of participation in ensuring supportability over the life of the product. Also, thegovemment hasaninterest inlogistically maintaining thesystem or equipment. See figure 2.

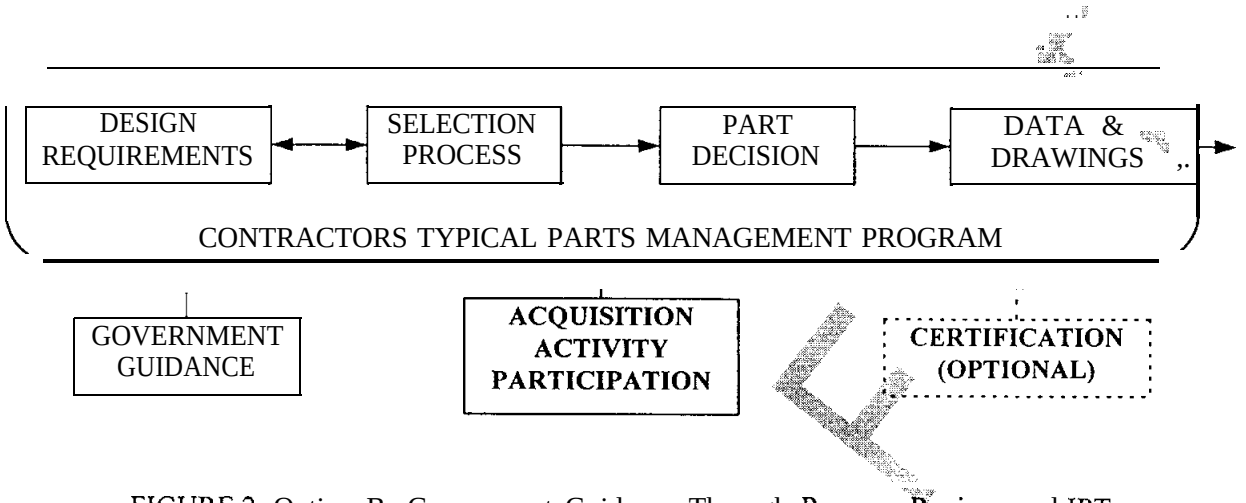

FIGURE 2. Option B- Government Guidance Through Program Reviews and IPTs.

The following procedures are for use for successful implementation of option B:

a. The contractor should respond to RFP SOWs, or contract tasks by describing methods to achieve parts standardization and minimize proliferation.

b. The AAmayrequire certification thatthecontractor has the procedures and capabilities in-place to perform parts management tasks.

c. The AAand MPCAGmonitor success of theprogram through contract language and scheduled periodic program reviews and interface with IPTs to assess the accomplishment of parts management goals and objectives and to discuss and resolve part problem areas/issues.

d. There should be no CDRL DID for parts submissions. However, the contract may require AA and MPCAG access to an as-built parts list.

e. The contractor may request advice from the AA and MPCAG on parts selections; however, the contractor hasnoobligation torequest ortoaccept such advice. However, if MPCAG parts advice is requested, MPCASS is the preferred method of submitting the parts evaluation requests to the MPCAG.

4.5.3 Option C- Government guidance with as-built parts list, The government provides guidance and acts as an advisor, while requiring the contractor to provide an as-built parts list to the AA and MPCAG. See figure 3.

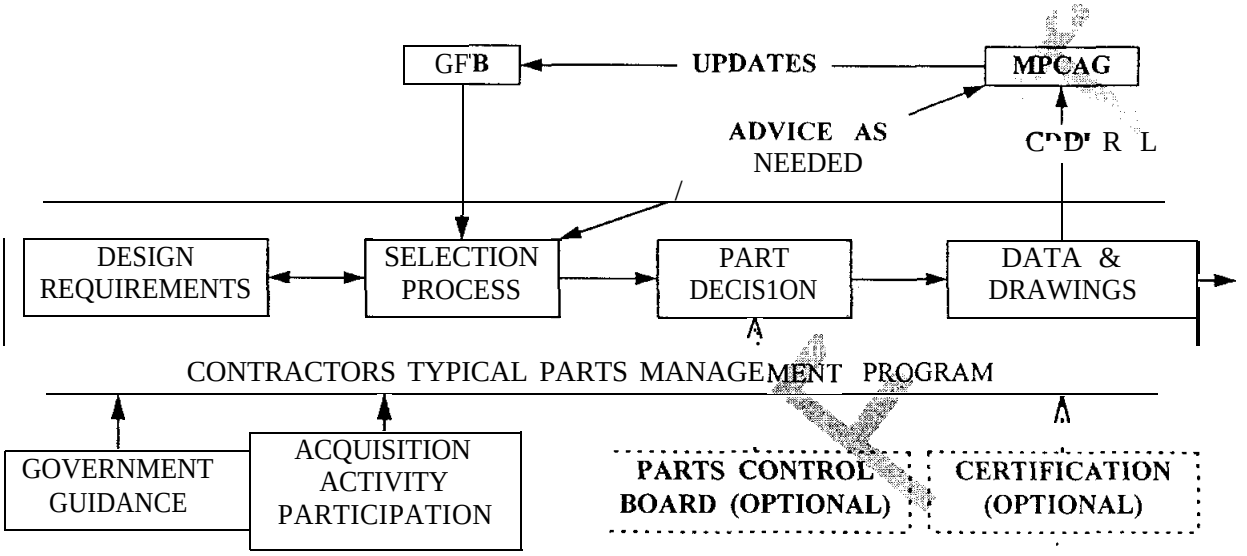

FIGURE 3. Option C - Government Guidance with As-Built Parts List.

The following procedures are for use for successful implementation of option C:

a. The contractor should respond to RFPs, SOWS, or contract tasks by describing methods to achieve parts standardization and minimize parts proliferation.

b. The AA may require certification that the contractor has the procedures and capabilities in-place to perform parts management tasks.

c. The AA and MPCAG monitor success of the program through contract language and scheduled periodic program reviews and interface with IPTs to assess the accomplishment of parts management goals and objectives and to discuss and resolve part problem areas/issues.

d. MPCAG will provide access to the GFBs to the contractor for part selection assistance.

e. The contractor may request advice from the AA and MPCAG on parts selections; however, the contractor has no obligation to request or to accept such advice. However, if MPCAG parts advice is requested, MPCASS is the preferred method of submitting the parts evaluation requests to the MPCAG.

f. The contract may require the contractor, or the contractor may elect, to establish a PCB.

g. The contractor shall deliver an as-built parts list with supporting technical data to the AA and MPCAG per the CDRL.

4.5.4 Option D Government advisor in parts selection, The government acts as an advisor in the parts management program by making it mandatory for the contractor to seek government advice on parts selected for the design and manufacture of the product. See figure 4.

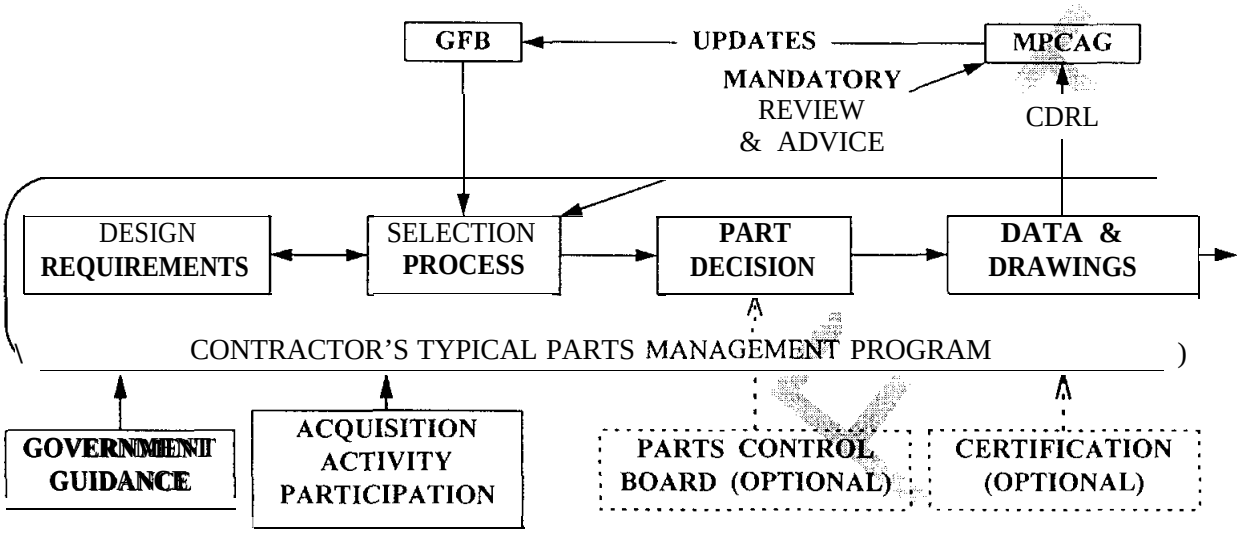

FIGURE 4. Option D - Government Advisor in Parts Selection,

The following procedures are for use for successful implementation of option D:

a. The contractor should respond to RFPs, SOWs, or contract tasks by describing methods to achieve parts standardization and minimize parts proliferation,

b. The AA may require certification that the contractor has the procedures and capabilities in-place to perform parts management tasks.

c. The AA and MPCAG monitor success of the program through contract language and scheduled periodic program reviews and interface with IPTs to assess the accomplishment of parts management goals and objectives and to discuss and resolve part problem areas/issues.

d. The RFP and/or SOW should specify the baseline parts selection list for the program or contract. Parts on this list are standard and approved. This list maybe the GFBs (electrical and/or mechanical), approved corporate baseline, and/or a list of pre-approved parts provided by the AA. The MPCAG will provide access to the GFBs to the contractor for part selection assistance.

e. All selected parts and parts data shall be submitted for AA, AA's agent, and/or MPCAG review and recommendation in accordance with the CDRL. Use of other than the government recommended part shall be resolved by the contractor prior to design application. The resolution shall be documented, retained, and made available per the CDRL. MPCASS is the preferred method of submitting the part evaluation requests to the MPCAG.

f. The contract may require the contractor, or the contractor may elect, to establish a PCB.

g. The contractor shall deliver an as-built parts list with supporting technical data to the AA and MPCAG per the CDRL.

4.6 Order of preference in parts selection. The contractor should select parts in the descending order of preference as follows:

a. Parts required to meet government regulatory organizations' regulations

b. Parts defined by standards produced by recognized industry committees or groups.

c. Military or government standard parts,

d. Parts identified by part manufacturer part numbers controlled by their drawings, catalogs, or company standards or source control drawings or vendor item drawings.

e. Corporate standard type parts.

4,7 Replacement parts. The process for the management and documentation of parts, other than those on an as-built or as-designed parts list, should be specified in the SOW or by a program document specified in tbe SOW. In specifying the part replacement process, care should be taken to ensure that the program is consistent with the intent and application of other disciplines (e.g., reliability, configuration management, quality, logistics, etc.). These disciplines are interdependent with the parts management program and tbe activities of each should be coordinated. The part replacement process should address the scope of management for each phase of hardware manufacture (i.e., prototype, preproduction, and production). If no specific direction is in the SOW, the following are the minimum management tools recommended:

a. Alternate parts should be allowed with no additional requirement for customer notification or special documentation. However, the MPCAG should be notified of the alternate part selection(s) so that the equipment or system file maybe updated. The equipment or system drawing, or a contractor controlled alternate parts document or drawing, should list the alternate part(s).

b. Use of substitute parts, after establishment of the equipment baseline, should follow the SOW requirements for con figuration management. Generally, if the part is to have limited usage with no equipment or system drawing change, then a waiver or deviation to the baseline drawing is appropriate.

4.8 **Certification.** The requirement for a contractor to have a certified parts management program may be appropriate for options B, C, and D. The requirement should be stated in the RFP.

4.8.1 Certification benefits. The certification process establishes a minimum acceptable program or criteria for contractors so that all are on a comparable basis for contract competition. Also, certification will allow the contractor to use a single set of processes and procedures on all programs and will satisfy the goals and objectives of a parts management program. The certification program should also help contractors assess their potential subcontractors. Certification al lows the AA to evaluate a contractor's parts management program.

4.8.2 Certification implementation. Requirements for specific contractor processes subject to certification are detailed in appendix A. The procedures and requirements for obtaining and granting certification are specified in MIL-HDBK-XXXX.

SECTION 5.0

OEM SOURCE SELECTION

5.1 Source selection considerations. The AA or designated representative should review the contractor's proposed parts management plan or internal parts management procedures fez. the criteria listed in the following subparagraphs. Certification of a contractor as specified herein may replace or minimize this source selection assessment. (NOTE: The criteria listed below is tailorable to the parts management option chosen by the AA.)

5.1.1 Parts management criteria. In order to manage the selection and use of parts to avoid unnecessary proliferation of part types, the contractor should have procedures to:

a. Define the parts selection process or criteria, including an order of preference.

b. Use the MPCAG for part information.

c. Use GFBs to enable selection of standard parts.

d. Establish the parts evaluation and authorization processes.

e. Use and maintain an approved corporate baseline, parts selection list, or other database to give visibility to designers and subcontractors of parts preferred for use.

f. Provide parts usage date to the MPCASS database.

g. Manage subcontractors.

5.1.2 Parts quality and availability, To ensure part quality, enhance equipment/system reliability, and reduce DMS occurrences, the contractor should have provisions for:

a. Assessing parts suppliers.

b. Documenting and maintaining part failure information.

c. Using GIDEP data.

d. Using DMS information databases.

e. Documenting parts to enhance competitive reprocurement of spares.

5.2 Alternate proposal. If a potential contractor responds to the RFP for the specified option and in addition offers a different option with advantages to the AA substantiated, the source selection team should consider both options and select the best option for the AA. Under no circumstances should the potential contractor be penalized for offering what maybe more beneficial to the AA than the option specified in the RFP.

SECTION 6.0

INCENTIVES (GUIDANCE TO THE AA)

6.1 General. The goal of incentives is to encourage, promote, and reward innovative efforts that are effective. Incentives work best when they reward the contractor and the employees involved in the process. Incentive programs should flow down from the prime contractors to their parts management professionals and to subcontractors and their parts management functions.

6.2 Forms of incentives.

a. Monetary

b. Reduced oversight and control.

c. Reduced level of parts management option (e.g., allow going from option D to option C).

d. Positive considerations during proposal review and selection process.

e. Non-monetary awards (plaques, recognition, letters of commendation).

f. Allowing proposed innovative parts management techniques to be implemented on programs and adopted when proven effective.

g. Allowing subcontractors to submit part requests directly to the MPCAG through MPCASS.

h. Contractor initiated incentives to their parts management professionals.

6.3 Items worthy of incentives.

a. Cost avoidance.

b. Reduced work hour requirement over the life of a program.

c. Certified contractor and certified parts management professionals on a program.

d. Innovative, effective solutions to parts management problems.

e. Effective subcontractor management.

f. Automation of internal parts management functions.

g. Improved internal parts management process.

h. Record of exemplary past performance.

i. Efficient training process for contractor personnel and subcontractors

j. IPT/team organizational structure that includes the prime contractor, subcontractors, customers, MPCAG, and parts manufacturers.

k. Elimination of non-value added tasks.

1. Effective DMS management.

m. Open, ethical resolution of internal errors.

6.4 Metrics. By developing standard methods of measuring and documenting parts management excellence, achievement, and efficiency, an equitable measure in quality and quantity of earned incentives may be determined.

6.4.1 Valid metrics. Some examples of metrics that accurately reflect the quality of a parts management program are:

a. Cost savings/cost avoidance.

b. Work hour savings/work hours avoided.

c. Time reduced through automation.

d. Elimination of non-value added tasks.

6.4.2 Invalid metrics. Some metrics can be misleading and overstate gains or losses in the perceived quality of the parts management process. This is due to the numerous differences in contract types (e.g., engineering and manufacturing development, production, etc.), parts management options, level of technology involved, and other factors beyond the contractor's control. Some examples of metrics to avoid are:

a. Number or percentage of GFB parts selected.

b. Number or percentage of MPCAG recommended parts used.

c. Number or percentage of nonstandard part requests.

d. Number of parts submitted then not used.

e. Number or percentage of disapproved parts.

SECTION 7.0

RESPONSIBILITIES

7. I Acquisition activity. To implement an effective parts management and standardization program, the AA must specify in the SOW the appropriate level of government involvement and should monitor the contractor performance accordingly. The following are the AA primary decisions and tasks:

7.1. i Pre-contract award. The following are possible methods for ensuring that parts management and standardization become part of the contractor's development and/or production efforts:

a. Determine level of AA involvement needed and prepare SOW tasks, as applicable. The options, with suitable tailoring, in 4.5 above should be the basis for this decision. Appendix B provides suggested SOW task statements.

b. Establish parts management and parts standardization criteria for contractor source selection

c. Evaluate and negotiate tailoring of contractor's parts management process before preparation of contract SOW, if applicable.

d. Determine the need for and methods to implement incentives for parts management and standardization. See 6.

7.1.2 Post-contract award. Depending on the level of involvement, the following recommendations are methods of monitoring the contraction

a. If applicable, the AA or contractor can initiate a post-contract award meeting.

b. If applicable, assign government IPT representative as responsible for participating in the contractor parts management effort.

c. Include parts management and standardization agenda items for design reviews and program progress reviews.

d. If applicable, review MPCAG recommendations and make them discussion items for the design reviews and program progress reviews.

e. As applicable, review the contractor parts lists and part procurement documentation of new parts for compliance with the contractor's parts management program.

f. As applicable, evaluate contractor performance for standardization and nonproliferation. Also, if applicable, evaluate this performance against contractual incentive criteria.

7.2 Defense Logistics Agency Military Parts Control Advisory Groups. These government agencies will provide assistance in selecting parts. Specific responsibilities are below:

a. Generate and maintain the GFBs and make them available to the AA and the contractor, either paper copies or electronically.

b. Assign contract codes for MPCAG evaluations and recommendations,

c. Evaluate part requests.

d. Track and analyze parts requests and as-built parts lists for usage trends for updating the GFBs.

e. When requested, generate and maintain PPSL.

f. Maintain and upgrade, as necessary, the electronic data interchange system.

g. Serve as a repository of shared data from government, contractor, and part suppliers.

h. Provide focal points for DMS and General Emulation of Microcircuits programs.

i. Certify, qualify, and audit the suppliers of military specification parts.

7.3 contractor. The contractor is to perform parts management in accordance with the its response to the solicitation or the SOW. The following suggestions are contractor responsibilities:

a. If desired, acquire certification for contractor parts management program. See 4.8.

b. Participate in IPTs and in-process and design reviews which address parts management issues.

c. Provide data, such as as-built parts lists, to the MPCAG database, as required.

d. Submit part requests for all parts as contractually required for applicable options or tailoring.

e. Ensure the subcontractor parts selection process complies with the contract requirements.

f. Ensure the part selection and usage allow the equipment to meet the performance requirements of the equipment specification.

SECTION 8.0

NOTES

8.1 Comparison of options. Table I compares the three options regarding specific tasks or responsibilities that the AA may impose or prohibit in the RFP, SOW, or contract. The REP and/or SOW should specify the individual task or responsibility expected of the contractor.

TABLE I. Comparison of Contractual Options for Parts Management.

TASK OR RESPONSIBILITY	OPTION A NO FORMAL GOVERNMENT GUIDANCE	OPTION B AA GUIDANCE THROUGH PROGRAM REVIEWS & IPTs	OPTION C GOVERNMENT GUIDANCE WITH AS-BUILT PARTS LIST	OPTION D GOVERNMENT ADVISOR IN PARTS SELECTION
PARTS MANAGEMENT PROCESS	Assess contractor's parts management process	Contractor's description of process methodology	Contractor's description of process methodology	Contractor's description of process methodology
OVERSIGHT OR GUIDANCE	No formal oversight or guidance	AA and MPCAG oversight. Military document guidance	AA and MPCAG oversight, Military document guidance	AA and MPCAG oversight. Military document guidance
MONITORING	Limited to normal IPT interfaces	Specified in SOW. Scheduled reviews and IPT interfaces	Specified in SOW, Scheduled reviews and IPT interfaces	Specified in SOW. Scheduled reviews and IPT interfaces
CERTIFICATION	N/A	May be required	May be required	May be required
PARTS SELECTION CRITERIA	Contractor's option	Contractor's option	Contractor's option	Parts selection list specified in SOW
GFB APPLICATION	No requirement, but MPCAG provided GFB is available	No requirement, but MPCAG provided GFB is available	MPCAG provided GFB should be used	MPCAG provided GFB should be used
REVIEW OF PARTS SELECTIONS	Contractor may request advice of AA and MPCAG	Contractor may request advice of AA and MPCAG	Contractor may request advice of AA and MPCAG	Mandatory review of all parts. Discretionary use
DATA (CDRL)	None allowed	None, but contract should allow access to as-built parts list	As-built parts list to AA and MPCAG at design completion	Part requests. As-built parts list to AA and MPCAG at design completion
PARTS CONTROL BOARD	N/A	Contractor may use	Contractor may use or contract may require	Contractor may use or contract may require

8.2 Applicable part categories. The items in the following lists should be subject to the guidance in this document and the contract requirements. These lists are tailorable and should only those items of interest for the system or equipment being acquired.

8.2.1 Mechanical parts.

FSC [1/]	PART CATEGORY NAME	RESPONSIBLE MPCAG
3110	Bearings, antifriction, unmounted	DISC
3120	Bearings, plain, unmounted	DISC
3130	Bearings, mounted	DISC
4030	Cable fittings, etc.	DISC
4710	Pipes and tubes	DCSC
4720	Hoses and tubing	DCSC
4730	Tube fittings, hose clamps	DCSC
4820	Valves, nonpowered	DCSC
5305	Screws	DISC
5306	Bolts	DISC
5307	Studs	DISC
5310	Nuts and washers	DISC
5315	Pins	DISC
5320	Rivets	DISC
5325	Fastening devices	DISC
5330	Seats and packing	DISC
5340	Miscellaneous hardware limited to: Bolt (barre, chain, flush, and strap) ; brackets; caps, protective; casters; cps; handles; hinges; latches; locks; mounts, resilient; padlocks; pads, stock mount; rod ends; slide sections, drawer; straps; turn-buckles; and wire fabric	DISC
5360	Springs, coil, flat and wire	DISC
5365	Rings, shims, and spacers	DISC

[1/] FSC - Federal Supply Class

8.2.2 Electrical and electronic parts.

FSC	PART CATEGORY NAME	RESPONSIBLE MPCAG
4140	Miniature blowers (for cooling electronic equipment)	DGSC
5355	Knobs and pointers	DGSC
5905	Resistors	DESC
5910	Capacitors	DESC
5915	Filters and networks	DESC
5920	Fuses and lightning arresters	DESC
5925	Circuit breakers	DESC
5930	Switches	DESC
5935	Connectors, electrical and associated handtools under FSCs 5120, 5130, 5180, and 5220	DESC
5940	Lugs, terminals, and terminal strips	DGSC
5945	Relays, contractors, and solenoids	DESC
5950	Coils and transformers	DESC
5955	Crystals	DESC
5961	Semiconductor devices (transistors and diodes) and associated hardware	DESC
5962	Microelectronic circuit devices (including hybrids)	DESC
5965	Headsets, handsets, microphones, and speakers	DESC
5970	Electrical insulators	DGSC
5975	Electrical hardware and supplies limited to: Cable ties and clamps; electronic equipment cabinets; conduit tubing, rigid and flexible metal conduit fittings; conduit outlet boxes; junction boxes, extensions, and covers; stuffing tubes; and wall plates	DGSC
5980	Optoelectronics, light emitting diodes, and displays	DESC
5985	Waveguides and radio frequency switches (antennas are excluded)	DESC
5995	Cable, cord, and wire assemblies	DESC
5998	Electrical and electronic assemblies limited to: boards, cards, and associated hardware	DESC
5999	Miscellaneous electrical and electronic components limited to: mounting pads; electromagnetic interference gasketing material; delay lines; heat sinks; and wire mesh	DESC
6004	Fiber optic rotary joints	DESC
6005	Fiber optic couplers, spliters, and mixers	DESC
6006	Fiber optic attenuators	DESC
6007	Fiber optic filters	DESC
6008	Fiber optic multiplexers/demultiplexers	DESC
6010	Fiber optic conductors	DESC
6015	Fiber optic cables	DESC
6020	Fiber optic cable assemblies and harnesses	DESC
6021	Fiber optic switches	DESC
6025	Fiber optic transmitters	DESC
6026	Fiber optic receivers	DESC
6029	Fiber optic repeaters	DESC
6030	Fiber optic devices	DESC
6031	Fiber optic integrated optical circuits	DESC

FSC	PART CATEGORY NAME	RESPONSIBLE MPCAG
6032	Fiber optic light sources	DESC
6033	Fiber optic photo detectors	DESC
6034	Fiber optic modulators	DESC
6035	Fiber optic illuminators	DESC
6036	Fiber optic image transfer devices	DESC
6040	Fiber optic sensors	DESC
6050	Fiber optic passive devices	DESC
6060	Fiber optic interconnection	DESC
6070	Fiber optic accessories and supplies	DESC
6080	Fiber optic kits and sets	DESC
6099	Fiber optic miscellaneous	DESC
6135	Batteries, primary (nonrechargeable)	DGSC
6140	Batteries, secondary (rechargeable)	DGSC
6145	Wire and cable, electrical	DISC
6150	Electrical power cords and grounding straps	DGSC
6210	Lighting devices	DGSC
6240	Electric lamps	DGSC
6350	Horns, bells, buzzers, and sirens	DGSC
6625	Meters, electrical indicating	DESC
6645	Time totaling meters	DGSC
6680	Mechanical fluid flow and quantity measuring devices	DGSC
6685	Pressure, temperature, and hum idity measuring and controlling devices	DGSC

APPENDIX A

CERTIFICATION DETAILS

10 GENERAL

10.1 Scope. In order to be certified, the following elements should be a minimum of the in-house policies and procedures in-place to establish parts management.

20 GENERAL REQUIREMENTS

20.1 Part selection process. The PSB forms the fundamental level of parts preference, The contractor may prefer to use the approved corporate baseline. The AA may prefer an alternate basel inc. The contract should specify the PSB. A written company procedure should document the part selection process (PSP). The PSP or a supplemental contract plan may cover unique features found in the individual contract. The order of preference in parts selection should always be the criteria of the specific contract, and then the company procedure. The contract may specify the order of preference by invoking a written procedure. When parts from an upper-tier are available and suitable for the application, the order of preference should not allow the use of parts from lower-tiers. The order of preference should be readily available to those involved in the product definition process (design).

20.2 Parts review process. A written company procedure should document the parts review process. The procedure should include a provision for recording the results of the review for audit purposes. The procedure should be readily available to the appropriate personnel.

20.3 Part authorization process. The process should ensure the satisfactory accomplishment of the parts selection and review processes. The process should be a written procedure. The authorizing activity should have some degree of autonomy from the parts selection activity as a method of check. The written procedure should specify the extent of authority to approve parts. The procedure should include a detailed procedure for closure on specific parts usage disagreements.

20.4 Standardization information reporting process. The contractor should be able to readily identify all component parts used in the equipment and be able to directly access a record of the authorization for these parts. Such authorization may include listing on the PSB or on an individual record of the part authorization. These records must be available for audit.

20.5 Documentation process for nonstandard parts. The contractor should have a written process for documenting tbe nonstandard parts selected. The documentation should provide sufficient definition for reprocurement and shall not contain restrictive conditions (i.e., proprietary or limited rights claims) unless authorized by the AA. Documentation shall be available for audit by the AA,

20.6 Subcontractor management process. The prime contractor is responsible for subcontractors. The contractor's parts management process must include provisions for managing subcontractors,

20.7 Obsolescence and substitution practices. The procedures should document practices for minimizing the" selection and use of obsolescent parts. Procedures for responding to the occurrence of part obsolescence should be in-place. The procedures should document the practice for the replacement of parts. The procedures should include a review and authorization process with shows the effectivity and reason for replacement,

APPENDIX B

OPTIONS FOR STATEMENT OF WORK TASKS

10 GENERAL

10.1 Scope. This appendix contains suggested wording for new contract SOWs. The different options arethose specified in 4.5. This appendix also contains suggested task statements for DMS and GIDEP.

10.2 Application. Before determining the SOW wording, consider the following factors:

a. Type ofequipment orsystem; forexample, operational system operational support equipment, test vehicle, maintenance or shop test equipment.

b. DoD-wide part proliferation is a stated major concern.

c. Whether thecontract isaninvestigative or study contract.

d. Quantity of systems or equipments to be purchased on the contract.

e. Reliability, safety, or nuclear hardness criticality of the part or equipment, coupled with the environment where used (e.g., flight, ground combat, ground benign, etc.).

f. Whether the item is a new design or a modification of an existing design and if a modification, the extent of that modification.

g. Maintenance concept: organic or contractor.

h. Whether all or some of the equipment is OTS or NDI.

i. Whether the equipment is almost exclusively electrical or mechanical.

j. Ownership and level of technical data package, if required.

Depending upon the criteria above, there may be different tasks for different types of equipment within the same SOW. If so, each task should identify the level of parts management applicable to the specific equipment or types of equipment (such as support or test equipment).

10.3 Tailoring assistance. Prior to the release of an acquisition request for proposal and upon request, the MPCAG can provide tailoring assistance and information related to the MPCAG.

20 STATEMENT OF WORK EXAMPLES

20.1 Tasks for the four options. The specific acquisition requirements may require the tailoring of the principal SOW tasks.

20.1.1 Option A. To invoke option A, the AA may use or tailor the following wording:

"The contractor shall select parts and conduct a parts management program, in accordance with the contractor's standard procedures, which assures the equipment *(or system)* meets the specification performance requirements."

Optional task: "Within days after contract award, the contractor shall provide a copy of their documented internal procedures."

Additional optional statement: "The contractor may request parts selection and application advice from the Acquisition Activity and the Military Parts Control Advisory Group."

20.1.2 Option B. To invoke option B, the AA may use or tailor the following wording:

"The contractor shall select parts and conduct a parts management program, in accordance with the contractor's standard procedures, which assures the equipment *(or system)* meets the specification performance requirements. The Acquisition Activity will conduct quarterly *(semiannual, annual, etc.)* reviews of the parts program to assess conformance to internal procedures, application of parts for meeting system performance requirements, and parts problem areas."

Optional task: "Within days after contract award. the contractor shall provide a copy of their documented internal procedures.

Additional optional statement: "Instead of meeting the specific requirements of this option, the contractor may provide proof that their parts management program has been certified in accordance with appendix A of MIL-STD-965 ."

Additional optional statement: "The contractor may request parts selection and application advice from the Acquisition Activity and the Military Parts Control Advisory Group."

20.1.3 Option C. To invoke option C, the AA may use or tailor the following wording:

"The contractor shall select parts and conduct a parts management program, in accordance with the contractor's standard procedures, that assures the equipment *(or system)* meets the specification performance requirements. A primary source for selecting parts shall be the *(select one: (a) electrical, (b) mechanical, or (c) electrical and mechanical)* Government Furnished Baseline*(s)*. The Acquisition Activity will conduct quarterly *(semiannual, annual, etc.)* reviews of the parts program to assess conformance to internal procedures, application of parts for meeting system performance requirements and parts problem areas.

"Within _ days after design completion, the contractor shall provide to the Acquisition Activity and the Military Parts Control Advisory Group an as-built parts list of all *(select one: (a) electrical, (b) mechanical, or (c) electrical and mechanical)* part numbers, including replacements, used in the final as-built configuration *(data item number for parts list)*, and the documentation for nonstandard parts."

Optional task: "Within _ days after contract award, the contractor shall provide a copy of their documented internal procedures."

Optional task: "The contractor shall convene a parts control board to address parts management issues."

Additional optional statement: "Instead of meeting the specific requirements of this option, the contractor may provide proof that their parts management program has been certified in accordance with appendix A of MI L-STD-965."

Additional optional statement: "The contractor may request parts selection and application advice from the Acquisition Activity and the Military Parts Control Advisory Group."

20.1.4 Option D. To invoke option D, the AA may use or tailor the following wording:

"The contractor shall select parts and conduct a parts management program, in accordance with the contractor's standard procedures, that assures the equipment *(or system)* meets the specification performance requirements. Also, *(select one: (a) electrical, (b) mechanical, or (c) electrical and mechanic/)* parts selection shall be from tbe *(select as applicable: electrical, mechanical, etc.)* Government Furnished Baseline(s) *(and the preapproved list of parts, if applicable)*. Parts not on this *(these)* list(s) are nonstandard and require submittal, along with appropriate data, to the Military Parts Control Advisory Group (MPCAG) *(and the Acquisition Activity (AA), or the agent for the AA, if applicable)* for evaluation. The Contractor shall follow the MPCAG *(or the* AA, or *the agent for the AA, if applicable)* recommendation if possible and practical for the intended use. If the recommendation is not followed, the Contractor shall document why the part is not used and supply that information to the MPCAG *(and the AA, or the agent for the AA, if applicable) (data item number for the nonstandardpart request)*.

"The Acquisition Activity will conduct quarterly *(semiannual, annual, etc.)* reviews of the parts program to assess conformance to internal procedures, application of parts for meeting system performance requirements, and parts problem areas.

"Within _ days after design completion, the contractor shall provide to the AA and the MPCAG an as-built parts list of al 1 *(select one: (a) electrical, (b) mechanical, or (c) electrical and mechanical)* part numbers, including replacements, used in the final as-built configuration *(data item number for parts list)*, and the documentation for nonstandard parts."

Optional task: "Within ___ days after contract award, the contractor shall provide a copy of their documented internal procedures."

Optional task: "The contractor shall convene a parts control board to address parts management issues."

Additional optional statement: "Instead of meeting the specific requirements of this option, the contractor may provide proof that their parts management program has been certified in accordance with, appendix A of MIL-STD-965."

20.2 DMS task. The DMS task should be separate from the parts management options. The DMS task could be applicable to all options, and the AA must decide if the period of expected use, criticality, and cost of the hardware to be purchased warrant a DMS task. Suggested SOW wording is as follows:

"The contractor shall review, through the period of performance of the contract, the Government/Industry Data Exchange Program (GIDEP) Diminishing Manufacturing Source (DMS) notices and other supplier notifications for applicability of the *(optional added word: operational)* hardware being delivered. The contractor shall notify the Acquisition Activity within _ days of any

DMS situation that effects current deliveries or subsequently will effect equipment maintenance and repair *(data item number for notification of DMS problems)."*

Optional task: "Through the period of performance of the contract, the contractor shall: (1) identify alternate sources, replacement parts, or optional part numbers for parts and materials that become obsolete and (2) revise the assembly drawings to incorporate the new information. If a direct replacement is not possible, the contractor shall notify the Acquisition Activity."

20.3 GIDEP task. The GIDEP task should be separate from the above options and is appropriate with any of them. The decision on whether to impose the GIDEP task should be based on the factors in 10.2 above, but the GIDEP task would be most applicable to options C and D. Suggested SOW wording is as follows:

"The contractor shall review the Government/Industry Data Exchange Program (GIDEP) ALERTs and PROBLEM ADVISORYs for potential impact to hardware both in production and delivered to the Acquisition Activity. If an ALERT or Problem ADVISORY has the possibility of causing a system malfunction or of inhibiting the specified performance, the contractor shall notify the Acquisition Activity. For ALERTs or PROBLEM ADVISORYs that identify parts or materials that are noncompliant to hardware specifications or drawings but do not affect performance requirements of production items, the contractor shall dispose of them through the internal quality assurance process *(data item number for GIDEP response).*

"The contractor shall submit GIDEP data (ALERTs and PROBLEM ADVISORS), if a parts or material problem or defect could effect other DoD contractors or government agencies *(data item number for GIDEP submittal)."*